

**CONSENT AGENDA
JUNE 13-14, 2007**

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY

SUBJECT

A request by Boise State University for new positions, changes in positions and deletion of positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures; Section II.B.3 and II.G.1.b.

BACKGROUND

Items submitted for review and approval according to Board Policy Section II.B.3.

DISCUSSION

Boise State University requests approval to:

- create twenty-four (24) new positions (21.92 FTE) supported by appropriated and local funds;
- changes to five (5) current position's FTE (from 4.34 to 5.36 FTE) supported by appropriated and local funds;
- delete one (1) position supported by appropriated funds.

IMPACT

Once approved, the positions can be processed on the State Employee Information System.

STAFF COMMENTS AND RECOMMENDATIONS

The new positions for Boise State University are in response to enrollment and workload growth. One additional position is being added in University Advancement due to increased workload.

Staff has reviewed these requests for conformance with Board policy and recommends approval.

BOARD ACTION

A motion to approve the request by Boise State University for twenty-four (24) new positions supported by appropriated and local funds; title, term, salary and FTE changes to five (5) positions; and the deletion of 1 position.

Moved by _____ Seconded by _____ Carried Yes_____ No_____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

NEW POSITIONS

Position Title	Program Information Coordinator
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$28,725
Funding Source	Appropriated
Area/Department of Assignment	College of Business & Economics
Duties and Responsibilities	Coordinate events, activities and database related projects.
Justification of Position	Additional position needed due to increase in accreditation reporting requirements, growth in College grants and projects, and reorganization of the College's Global Business Consortium.

Position Title	Technical Records Specialist 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$25,605
Funding Source	Local
Area/Department of Assignment	Risk Management, Insurance & Safety
Duties and Responsibilities	Provide support in operations and administration of risk management and insurance programs.
Justification of Position	Additional staff needed for consistency and continuity of program in order to protect University assets.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued

Position Title	Parking/Traffic Supervisor
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$22,963
Funding Source	Local
Area/Department of Assignment	Parking and Transportation
Duties and Responsibilities	Supervise staff performing field operations for Parking Services.
Justification of Position	Additional staff needed to cover increases in event operations.

Position Title	Videographer/Editor
Type of Position	Classified
FTE	.56 FTE
Term of Appointment	9 Months
Effective Date	7/1/2007
Salary Range	\$12,917
Funding Source	Appropriated
Area/Department of Assignment	Communication Department
Duties and Responsibilities	Supervise equipment room; oversee checkout system for audio and video equipment; oversee equipment maintenance and inventory; mentor and train students.
Justification of Position	Permanent staff needed to keep department's media production program functioning smoothly to meet the educational mission of this area.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued**

Position Title	Customer Service Representative 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$22,963
Funding Source	Local
Area/Department of Assignment	Printing & Graphic Services
Duties and Responsibilities	Conduct in-depth interviews, use specialized knowledge to provide information and services to customers.
Justification of Position	Level of customer service necessary for professional interaction with customers demands a full-time experienced staff person.

Position Title	Sign Fabricator
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$21,798
Funding Source	Local
Area/Department of Assignment	Printing & Graphic Services
Duties and Responsibilities	Design, lay out and fabricate signs.
Justification of Position	Permanent staff needed to handle volume in Sign Shop.

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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued

Position Title	Security Officer, Senior
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$19,323
Funding Source	Local
Area/Department of Assignment	University Security
Duties and Responsibilities	Ensure safety and security of residents, staff, buildings, and grounds; respond to emergencies.
Justification of Position	Additional staff needed to increase security coverage of residence halls and apartments.

Position Title	Administrative Assistant 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$25,605
Funding Source	Local
Area/Department of Assignment	Educational Technology
Duties and Responsibilities	Perform secretarial, office administration, and public relations assignments.
Justification of Position	Permanent position needed to provide administrative and operational support due to continued program growth.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued

Position Title	University Shop Assistant
Type of Position	Classified
FTE	.38 FTE
Term of Appointment	9 Months
Effective Date	7/1/2007
Salary Range	\$7,769
Funding Source	Appropriated
Area/Department of Assignment	Art Department
Duties and Responsibilities	Maintain and repair tools and equipment for academic labs; procure, issue, and secure tools, supplies, and equipment; maintain computerized inventory systems.
Justification of Position	Position necessary to maintain working studio/labs for faculty and students.

Position Title	Technical Records Specialist 1
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$22,963
Funding Source	Local
Area/Department of Assignment	University Advancement
Duties and Responsibilities	Provide database research and data support; provide system reports; assist in gift processing.
Justification of Position	Position needed due to increased workload related to Comprehensive Campaign.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued

Position Title	Assistant Director, University Television Production
Type of Position	Professional
FTE	.50 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$17,254
Funding Source	Appropriated
Area/Department of Assignment	Communication Department
Duties and Responsibilities	Manage requests for University Television Production services; serve as producer and advisor to Student Productions Club; supervise student assistants.
Justification of Position	Permanent staff needed to keep department's media production program functioning smoothly in order to meet the educational mission of this area.

Position Title	Executive Director, Campus Services
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$89,170
Funding Source	Local
Area/Department of Assignment	Vice President for Student Affairs/Campus Services
Duties and Responsibilities	Responsible for overseeing administration and operations of the University Bookstore and University Dining Services.
Justification of Position	Reorganization of the Division of Student Affairs requires additional position to increase oversight of campus food service, assessment, and technology needs of the Division.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued**

Position Title	Director, Gallery
Type of Position	Professional
FTE	.75 FTE
Term of Appointment	9 Months
Effective Date	7/1/2007
Salary Range	\$33,000
Funding Source	Appropriated
Area/Department of Assignment	Art Department
Duties and Responsibilities	Curate and install exhibitions; teach Art Professional Practices course; coordinate Visiting Artists and Scholars Program.
Justification of Position	Permanent position needed to cover duties and assist with department planning and development.

Position Title	Special Lecturer
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$36,067
Funding Source	Appropriated
Area/Department of Assignment	Chemistry
Duties and Responsibilities	Provide instruction in Chemistry courses.
Justification of Position	Additional position needed to cover organic chemistry courses for chemistry and nursing majors.

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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued**

Position Title	Special Lecturer (2 positions)
Type of Position	Faculty
FTE	1.0 FTE (each)
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$31,221 (each)
Funding Source	Local
Area/Department of Assignment	Mathematics
Duties and Responsibilities	Provide instruction in Mathematic courses.
Justification of Position	Positions needed for new instruction contract with Micron Technology, Inc.

Position Title	Teacher/Coordinator
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$42,900
Funding Source	Local
Area/Department of Assignment	Center for WorkForce Training
Duties and Responsibilities	Provide instruction in Electrical Apprenticeship courses.
Justification of Position	Additional position needed due to program growth.

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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued**

Position Title	Senior Instructor/Manager, Health Programs
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$59,000
Funding Source	Local
Area/Department of Assignment	College of Applied Technology
Duties and Responsibilities	Oversee all for-credit health-related programs.
Justification of Position	Additional position needed to address significant growth in for-credit health programs.

Position Title	Interim Instructor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$40,000
Funding Source	Local
Area/Department of Assignment	College of Applied Technology
Duties and Responsibilities	Provide instruction in heavy equipment courses.
Justification of Position	New position needed due to addition of new program.

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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued**

Position Title	Interim Instructor
Type of Position	Faculty
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$41,000
Funding Source	Local
Area/Department of Assignment	College of Applied Technology
Duties and Responsibilities	Provide instruction in dental assisting courses.
Justification of Position	Additional position needed due to program growth.

Position Title	Grants Accountant
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$35,000
Funding Source	Local
Area/Department of Assignment	Administrative Accounting
Duties and Responsibilities	Provide accounting, reporting, and compliance monitoring functions; manage account portfolios of grant funds and contracts.
Justification of Position	Additional position needed to support significant growth in grant management due to University's increased focus on research.

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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued

Position Title	Coordinator, Distance Education
Type of Position	Professional
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$35,000
Funding Source	Local
Area/Department of Assignment	Division of Extended Studies
Duties and Responsibilities	Provide support for distance education classes; provide specialized student services; represent distance education programs.
Justification of Position	Additional position needed to cover increased workload due to program growth.
Position Title	Director, Concurrent Enrollment
Type of Position	Professional
FTE	.73 FTE
Term of Appointment	10 Months
Effective Date	7/1/2007
Salary Range	\$38,250
Funding Source	Local
Area/Department of Assignment	Division of Extended Studies
Duties and Responsibilities	Provide direction and oversight to the Concurrent Enrollment program; direct and contribute to accrediting efforts; set policy to continue program growth.
Justification of Position	Additional position needed due to program growth.

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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued

Position Title	Administrative Assistant 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$22,963
Funding Source	Appropriated
Area/Department of Assignment	Vice President for Finance and Administration
Duties and Responsibilities	Perform secretarial, office administrative, and public relations assignments.
Justification of Position	Reorganization of office administrative staff. Existing office specialist II PCN transferred to Controller's department. Position funding will remain in this office to provide partial funding of this AAll position.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

CHANGE IN POSITIONS

Position Title	Facilities Scheduling Coordinator
Type of Position	Classified
FTE	From .75 to 1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	Total Salary \$30,888
Funding Source	Local
Area/Department of Assignment	Student Union and Student Involvement
Duties and Responsibilities	Provide technical assistance to customers in event planning and scheduling.
Justification of Position	Increase in position needed to accommodate additional workload due to increased facility usage.

Position Title	Administrative Assistant 1
Type of Position	Classified
FTE	From .92 to 1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	Total Salary \$31,699
Funding Source	Appropriated
Area/Department of Assignment	Marketing and Finance
Duties and Responsibilities	Perform secretarial, office administration, and public relations assignments.
Justification of Position	Additional FTE will allow for service to current and prospective students who visit campus during the summer.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY – continued

Position Title	Retail Assistant Manager
Type of Position	Classified
FTE	From .75 to 1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	Total Salary \$26,250
Funding Source	Local
Area/Department of Assignment	Bookstore
Duties and Responsibilities	Responsible for daily retail operations of Bookstore branches.
Justification of Position	Additional FTE needed to maintain the volume of sales at Canyon County and Boise West Bookstore.

Position Title	Administrative Assistant 1
Type of Position	Classified
FTE	From 1.0 to .83 FTE
Term of Appointment	10 Months
Effective Date	7/1/2007
Salary Range	Less \$3,832
Funding Source	Local
Area/Department of Assignment	Morrison Center for the Performing Arts
Duties and Responsibilities	Perform secretarial, office administration, and public relations assignments.
Justification of Position	Position decreased from 12 to 10 months due to low workload during summer months.

Position Title	Coordinator, Concurrent Enrollment
Type of Position	Professional
FTE	From .92 to .63 FTE
Term of Appointment	10 Months
Effective Date	7/1/2007
Salary Range	\$9,206
Funding Source	Local
Area/Department of Assignment	Division of Extended Studies
Duties and Responsibilities	Coordinates promotional visits to high schools to market and enroll students in classes; coordinate with school teachers, parents and students.
Justification of Position	Adjusting FTE to meet actual appointment and program needs.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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**INSTITUTION / AGENCY AGENDA
BOISE STATE UNIVERSITY - continued**

DELETED POSITIONS

Position Title	Office Services Supervisor 2
Type of Position	Classified
FTE	1.0 FTE
Term of Appointment	12 Months
Effective Date	7/1/2007
Salary Range	\$-28,726
Funding Source	Appropriated
Area/Department of Assignment	Electrical Engineering
Duties and Responsibilities	Provide college wide support and guidance on issues related to the delivery, assessment and improvement of undergraduate programs.
Justification of Position	Position deleted due to reorganization of administrative staff in the College.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: B. Appointment Authority and Procedures

August 2002

B. Appointment Authority and Procedures

1. Nothing herein may be construed to be in limitation of the powers of the Board as defined by Sections 33-3006, 33-3104, 33-2806, and 33-4005, Idaho Code, or as otherwise defined in the Idaho Constitution or Code.
2. **Delegation of Authority**
The Board delegates all authority for personnel management not specifically retained to the executive director and the chief executive officers consistent with the personnel policies and procedures adopted by the Board. In fulfilling this responsibility, the executive director and chief executive officers, or their designees, may exercise their authority consistent with these policies and procedures. Provided, however, that the Board retains the authority for taking final action on any matter so identified anywhere in these policies and procedures.
3. **Specifically Reserved Board Authority**
(Note: This is not an exclusive or exhaustive list and other reservations of Board authority may be found in other areas of these policies and procedures.) Board approval is required for the following:
 - a. **Position Authorizations**
(1) Any permanent new position, regardless of funding source, requires Board approval. Agenda Item Format: Requests for new position authorizations must include the following information:
 - (a) position title;
 - (b) type of position;
 - (c) FTE
 - (d) Term of appointment;
 - (e) Effective date;
 - (f) approximate salary range;
 - (g) funding source;
 - (h) area or department of assignment;
 - (i) a description of the duties and responsibilities of the position; and
 - (j) a complete justification for the position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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(2) Any permanent position being deleted. The affected position should be identified by type, title, salary, area or department of assignment, and funding source.

b. The initial appointment of all employees to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary.

c. The employment agreement of any head coach or athletic director (at the institutions only) longer than one year, and all amendments thereto.

d. The criteria established by the institutions for initial appointment to faculty rank and for promotion in rank, as well as any additional faculty ranks and criteria as may be established by an institution other than those provided for in these policies (see subsection G.) Any exceptions to the approved criteria also require Board approval.

e. The procedures established for periodic performance review of tenured faculty members. (see subsection G.)

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: G. Policies Regarding Faculty (Institutional Faculty Only) October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

- b. Term of Appointment - All non-tenured faculty employees have fixed terms of employment. No contract of employment with such an employee may exceed one (1) year without the prior approval of the Board. Employment beyond the contract period may not be legally presumed. Reappointment of a faculty employment contract is subject solely to the discretion of the chief executive officer of the institution, and, where applicable, of the Board.

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY
IDAHO STATE UNIVERSITY

SUBJECT

A request by Idaho State University for approval of new positions and changes in positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures; Section II.B.3 and II.G.1.b.

BACKGROUND

Items submitted for review and approval according to Board Policy Section II.B.3.

DISCUSSION

Idaho State University requests approval to:

- create three (3) new faculty positions (2.9 FTE) supported by state, local and grant funds;
- create eight (8) new professional staff positions (8.0 FTE) supported by state, local and grant funds;
- add eleven (11) new classified positions (10.5 FTE) supported by state, local, and grant funds;
- increase the FTE on one (1) non-classified position (from .33 to 1.0 FTE), supported by local funds; decrease the FTE on one (1) professional position (from 1.0 to .50 FTE), supported by state funds; and increase the term and FTE on one (1) classified position (from .75 to 1.0 FTE), supported by local funds.

IMPACT

Once approved, the positions can be processed on the State Employee Information System.

STAFF AND COMMENTS AND RECOMMENDATIONS

Most of the increases in FTE are due to staffing the Rendezvous Center, implementing a new enterprise computing system, and targeting other specific needs throughout the university.

Staff has reviewed this request for conformance with Board policy and recommends approval.

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INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY - continued

BOARD ACTION

A motion to approve the request by Idaho State University for twenty-two (22) positions (21.4 FTE), to increase the FTE on two (2) positions (2.0 FTE), and decrease the FTE on one (1) position (.50 FTE).

Moved by _____ Seconded by _____ Carried Yes_____ No_____

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
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INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

NEW POSITIONS

Position Title	Clinical Assistant Professor (Internal Medicine Faculty and Hospitalist)
Type of Position	Faculty
FTE	.90
Term of Appointment	12 month
Effective Date	September 1, 2007
Salary Range	\$146,260
Funding Source	Local Funds
Area/Department of Assignment	Family Medicine
Duties and Responsibilities	Direct inpatient care; teach internal medicine services; supervise residents; act as liaison with emergency room and internal medicine community.
Justification of Position	To provide additional support for inpatient care at Portneuf Medical Center.

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	12 month
Effective Date	September 1, 2007
Salary Range	\$52,500
Funding Source	State Funds
Area/Department of Assignment	Nursing
Duties and Responsibilities	Teach fast track nursing courses in Boise.
Justification of Position	To provide additional faculty support for increased enrollment in the Boise fast track nursing program.

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INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

Position Title	Technical General Basic Instructor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 month
Effective Date	August 20, 2007
Salary Range	\$35,000
Funding Source	Grant Funds
Area/Department of Assignment	General Education, College of Technology
Duties and Responsibilities	Teach basic education courses at Fort Hall, Pocatello Women's Correctional facility (PWCC), and teach distance learning evening courses.
Justification of Position	To provide outreach faculty support for the expansion of course offerings to rural areas.

Position Title	ERP Security Analyst
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$55,000
Funding Source	State Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Develop and manage all aspect of ERP systems security, including definition of user groups and roles, and assigning access privileges for all staff requiring access to the administrative system.
Justification of Position	Position required for the implementation of a new ERP system.

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INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

Position Title	ERP Training Coordinator
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	September 1, 2007
Salary Range	\$40,000
Funding Source	State Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Coordinate the development and delivery of end user training for the ERP administrative system; Implement, maintain, and improve communication of user issues with functional departments and external vendors; supervise training specialists.
Justification of Position	Position required for the implementation of a new ERP system.
Position Title	Development Officer
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$45,000
Funding Source	State Funds
Area/Department of Assignment	College of Engineering / Development
Duties and Responsibilities	Identify, cultivate, and solicit major gifts donors.
Justification of Position	To provide support for fundraising activities for the college to maintain professional credibility.

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INSTITUTION / AGENCY
IDAHO STATE UNIVERSITY continued

Position Title	Research Associate
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	June 18, 2007
Salary Range	\$35,500
Funding Source	State, Local and Grant Funds
Area/Department of Assignment	Institute of Rural Health
Duties and Responsibilities	Financial management, research, and supervisory responsibilities.
Justification of Position	To provide additional support for grant compliance.

Position Title	Early Childhood Teacher (2 positions)
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	9 month
Effective Date	August 20, 2007
Salary Range	\$28,200
Funding Source	Grant Funds
Area/Department of Assignment	College of Education
Duties and Responsibilities	Serve as lead teacher for a group of young children and mentor developing early childhood teachers who are assigned to the class for field experiences.
Justification of Position	To provide support for grant to provide inexpensive, high-quality child care for low-income student parents.

Position Title	Residence Hall Director
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$24,710
Funding Source	Local Funds
Area/Department of Assignment	University Housing
Duties and Responsibilities	Direct the day-to-day operations and supervise staff in the housing portion of the new Rendezvous Center.
Justification of Position	To provide support for the supervision of residents.

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JUNE 13-14, 2007

INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

Position Title	Senior Laboratory Supervisor of Human Simulation
Type of Position	Non-Classified
FTE	1.0
Term of Appointment	9 month
Effective Date	July 1, 2007
Salary Range	\$41,600
Funding Source	Local and Grant Funds
Area/Department of Assignment	Health Occupations, College of Technology
Duties and Responsibilities	Maintain human simulation labs and resources supporting Pocatello/Boise; schedule and coordinate university-wide training; facilitate and execute medical simulation for internal and external customers.
Justification of Position	To provide support for the human simulations lab and activities.

Position Title	IT Systems Analyst
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$37,000
Funding Source	State Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Support the implementation and development of the student information system of the ERP system. During implementation, duties will be focused on data migration and rules and validation development. Once the system is in production, duties will shift to application support and report development.
Justification of Position	To provide technical support for the implementation of a new ERP system.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY
IDAHO STATE UNIVERSITY continued

Position Title	IT Systems Analyst
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$36,700
Funding Source	State Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Assist ERP Security Analyst as directed with implementation and maintenance of the ERP administrative systems security.
Justification of Position	To provide technical support for the implementation of a new ERP system. This is a limited service position through June 30, 2010.

Position Title	Training Specialist
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$35,000
Funding Source	State Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Assist ERP Training Coordinator in developing and delivering training materials for end users of the ERP administrative system.
Justification of Position	To provide support for the implementation of a new ERP system. This is a limited service position through January 1, 2011.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

Position Title	Administrative Assistant 2
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$25,605
Funding Source	State Funds
Area/Department of Assignment	Information Technology Services
Duties and Responsibilities	Provide administrative support for team leads; coordinate efforts to provide information to the university community about the ERP project.
Justification of Position	To provide support for implementation of a new ERP system. This is a limited service appointment for the duration of the implementation project, through June 30, 2010.
Position Title	Instructional Assistant
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$23,920
Funding Source	State Funds
Area/Department of Assignment	Health Occupations, College of Technology
Duties and Responsibilities	Assist Associate Degree RN and Practical Nursing Program with administrative tasks, including typing, document production, filing, copying and proctoring.
Justification of Position	To provide support for programs housed at an off-campus facility.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007**

**INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued**

Position Title	Medical Assistant, Registered
Type of Position	Classified
FTE	1.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$19,365
Funding Source	Grant Funds
Area/Department of Assignment	Family Medicine
Duties and Responsibilities	Assist with subject recruitment, study-related paperwork and regulatory documentation, blood work, vital signs, patient scheduling and other duties.
Justification of Position	To provide support for a new clinical study grant.
Position Title	Office Specialist 2
Type of Position	Classified
FTE	.50
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$10,358
Funding Source	Local Funds
Area/Department of Assignment	Pharmacy Practice and Administrative Sciences
Duties and Responsibilities	Provide reception, office support, and secretarial duties required to assist faculty, students and outside entities.
Justification of Position	To provide additional clerical support for pharmacy faculty in the Boise area.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

Position Title	Custodian (2 positions)
Type of Position	Classified
FTE	2.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$17,181
Funding Source	State Funds
Area/Department of Assignment	Facilities Services
Duties and Responsibilities	Perform regular and heavy-duty cleaning and minor maintenance and repair work in an assigned area or building.
Justification of Position	To provide custodial support for the new Rendezvous Center.

Position Title	Custodian (2 positions)
Type of Position	Classified
FTE	2.0
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$16,099
Funding Source	Local Funds
Area/Department of Assignment	University Housing
Duties and Responsibilities	Responsible for daily cleaning and upkeep of an assigned area in the housing system.
Justification of Position	To provide custodial support for the housing portion of the new Rendezvous Center.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued

CHANGES TO POSITIONS

Position Title	Director of Human Simulation & Patient Safety (PCN 1350)
Type of Position	Non-Classified
FTE	change from .33 FTE to 1.0 FTE
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$75,000
Funding Source	Local Funds
Area/Department of Assignment	Health Occupations, College of Technology
Duties and Responsibilities	Responsible for Human Simulation lab activities in Boise, Pocatello, and Idaho Falls. Duties include acquisition of training resources, grant and contract activities.
Justification of Position	To provide full-time administrative support for the Human Simulation and Patient Safety labs.
Position Title	Student Services and Public Relations Specialist (PCN 1512)
Type of Position	Non-Classified
FTE	change from 1.0 FTE to .50 FTE
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$21,923
Funding Source	State Funds
Area/Department of Assignment	College of Engineering
Duties and Responsibilities	Assist engineering students; provide public relations for the college.
Justification of Position	Change in FTE to provide funds for new Development Director position.

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007**

**INSTITUTION / AGENCYAGENDA
IDAHO STATE UNIVERSITY continued**

Position Title	Custodian (PCN 2072)
Type of Position	Classified
FTE	change from .75 to 1.0
Term of Appointment	change from 9 month to 12 month
Effective Date	July 1, 2007
Salary Range	\$16,099
Funding Source	Local Funds
Area/Department of Assignment	University Housing
Duties and Responsibilities	Responsible for the daily cleaning and upkeep of an assigned area in the housing system.
Justification of Position	To provide full-time custodial support due to increased use of facilities during the summer months.

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: B. Appointment Authority and Procedures

August 2002

B. Appointment Authority and Procedures

1. Nothing herein may be construed to be in limitation of the powers of the Board as defined by Sections 33-3006, 33-3104, 33-2806, and 33-4005, Idaho Code, or as otherwise defined in the Idaho Constitution or Code.
2. Delegation of Authority
The Board delegates all authority for personnel management not specifically retained to the executive director and the chief executive officers consistent with the personnel policies and procedures adopted by the Board. In fulfilling this responsibility, the executive director and chief executive officers, or their designees, may exercise their authority consistent with these policies and procedures. Provided, however, that the Board retains the authority for taking final action on any matter so identified anywhere in these policies and procedures.
3. Specifically Reserved Board Authority
(Note: This is not an exclusive or exhaustive list and other reservations of Board authority may be found in other areas of these policies and procedures.) Board approval is required for the following:
 - a. Position Authorizations
(1) Any permanent new position, regardless of funding source, requires Board approval. Agenda Item Format: Requests for new position authorizations must include the following information:
 - (a) position title;
 - (b) type of position;
 - (c) FTE
 - (d) Term of appointment;
 - (e) Effective date;
 - (f) approximate salary range;
 - (g) funding source;
 - (h) area or department of assignment;
 - (i) a description of the duties and responsibilities of the position; and
 - (j) a complete justification for the position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

(2) Any permanent position being deleted. The affected position should be identified by type, title, salary, area or department of assignment, and funding source.

b. The initial appointment of all employees to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary.

c. The employment agreement of any head coach or athletic director (at the institutions only) longer than one year, and all amendments thereto.

d. The criteria established by the institutions for initial appointment to faculty rank and for promotion in rank, as well as any additional faculty ranks and criteria as may be established by an institution other than those provided for in these policies (see subsection G.) Any exceptions to the approved criteria also require Board approval.

e. The procedures established for periodic performance review of tenured faculty members. (see subsection G.)

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007**

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: G.Policies Regarding Faculty (Institutional Faculty Only)

October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

- b. Term of Appointment - All non-tenured faculty employees have fixed terms of employment. No contract of employment with such an employee may exceed one (1) year without the prior approval of the Board. Employment beyond the contract period may not be legally presumed. Reappointment of a faculty employment contract is subject solely to the discretion of the chief executive officer of the institution, and, where applicable, of the Board.

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO

SUBJECT

A request by the University of Idaho for the approval of fourteen new positions and the reactivation of one deleted PCN.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Sections II.B.3 and II.G.1.b.

BACKGROUND

Items submitted for review and approval according to Board Policy Section II.B.3.

DISCUSSION

The University of Idaho requests approval to:

- create fourteen (14) new positions (14.0 FTE) supported by appropriated and non-appropriated funds
- reactivate one (1) deleted PCN (1.0 FTE) supported by non-appropriated funds

IMPACT

Once approved, the changes can be processed on the State Employee Information System.

STAFF COMMENTS AND RECOMMENDATIONS

The new positions are for information technology and related areas, faculty, the research office, and other areas. Funding for most of the new positions is identified as 'non-appropriated', which the university has stated is local service funds and gift funds.

Staff has reviewed this request for conformance with Board policy and recommends approval.

BOARD ACTION

A motion to approve the request by the University of Idaho to establish fourteen (14) new positions supported by appropriated and non-appropriated funds and reactivate one (1) deleted PCN supported by non-appropriated funds.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Assistant Professor (tenure track)
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	9 months (Academic Year)
Effective Date	August 12, 2007
Salary Range	\$85,009.60
Funding Source	Non-appropriated funds
Area/Department of Assignment	College of Law
Duties	Responsible for teaching and research in the area of Water Resource Law
Justification	New position
Position Title	Assistant Professor (tenure track)
Type of Position	Faculty
FTE	1.0 (1560 hours/year)
Term of Appointment	9 months (Academic Year)
Effective Date	August 12, 2007
Salary Range	\$55,016.00
Funding Source	Appropriated funds
Area/Department of Assignment	College of Art & Architecture
Duties	Responsible for teaching and research in the area of Virtual Technology and Design
Justification	New position
Position Title	Assistant Director
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$65,000.00
Funding Source	Non-appropriated funds
Area/Department of Assignment	University Research Office/Technology Transfer Office
Duties	Responsible for approval of license terms, etc.
Justification	New position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Database Security Specialist
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	12 month
Effective Date	July 1, 2007
Salary Range	\$60,008.00
Funding Source	Non-appropriated funds
Area/Department of Assignment	Finance and Administration/ Information Technology Services
Duties	Responsible for campus administrative systems security
Justification	New position
Position Title	Desktop Security Analyst
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$52,000.00
Funding Source	Non-appropriated funds
Area/Department of Assignment	Finance and Administration/Information Technology Services
Duties	Responsible for security of university desktop systems
Justification	New position
Position Title	Executive Director, Jazz Festival
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$65,000.00 - 70,012.80
Funding Source	Non-appropriated funds
Area/Department of Assignment	Office of the Provost/Jazz Festival
Duties	Responsible for oversight of Lionel Hampton Jazz Festival programs and services
Justification	New position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	IT Security Manager
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$80,017.60
Funding Source	Non-appropriated funds
Area/Department of Assignment	Finance and Administration/ Information Technology Services
Duties	Responsible for oversight of university systems security
Justification	New position
Position Title	Licensing Associate
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$75,004.80
Funding Source	Non-appropriated funds
Area/Department of Assignment	University Research Office/Technology Transfer Office
Duties	Responsible for providing management and administration of portfolio of intellectual property
Justification	New position
Position Title	Management Assistant
Type of Position	Classified
FTE	1.0 (2080 hours/year)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$38,729.60
Funding Source	Appropriated funds
Area/Department of Assignment	Enrollment Management
Duties	Responsible for providing administrative support
Justification	New position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	New Media Specialist
Type of Position	Classified
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$30,992.00 - \$42,016.00
Funding Source	Non-appropriated funds
Area/Department of Assignment	Finance and Administration/ Information Technology Services
Duties	Responsible for instructional technology development
Justification	New position
Position Title	Research Compliance Officer
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$75,004.80 - \$79,996.80
Funding Source	Non-appropriated funds
Area/Department of Assignment	University Research Office/Technology Transfer Office
Duties	Responsible for providing leadership in research compliance
Justification	New Position
Position Title	Server Systems Analyst
Type of Position	Classified
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$62,004.80
Funding Source	Appropriated funds
Area/Department of Assignment	Finance and Administration/Information Technology Services
Duties	Responsible for maintaining the document imaging servers
Justification	New position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Surplus/Recycling/Solid Waste Technician
Type of Position	Classified
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$18,969.60
Funding Source	Non-appropriated funds
Area/Department of Assignment	Division of Finance and Administration//Facilities
Duties	Responsible for management of the recycling, surplus and solid waste area
Justification	Reactivation of PCN 6892 (vacant)

Position Title	System Security Analyst
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$60,008.00
Funding Source	Non-appropriated funds
Area/Department of Assignment	Finance and Administration/Information Technology Services
Duties	Responsible for university systems security
Justification	New position

Position Title	Web Application Developer
Type of Position	Non-faculty Exempt
FTE	1.0 (2080 hours)
Term of Appointment	12 months
Effective Date	July 1, 2007
Salary Range	\$46,009.60
Funding Source	Appropriated funds
Area/Department of Assignment	Finance and Administration/Information Technology Services
Duties	Responsible for web technology development
Justification	New position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: B. Appointment Authority and Procedures

August 2002

B. Appointment Authority and Procedures

1. Nothing herein may be construed to be in limitation of the powers of the Board as defined by Sections 33-3006, 33-3104, 33-2806, and 33-4005, Idaho Code, or as otherwise defined in the Idaho Constitution or Code.
2. **Delegation of Authority**
The Board delegates all authority for personnel management not specifically retained to the executive director and the chief executive officers consistent with the personnel policies and procedures adopted by the Board. In fulfilling this responsibility, the executive director and chief executive officers, or their designees, may exercise their authority consistent with these policies and procedures. Provided, however, that the Board retains the authority for taking final action on any matter so identified anywhere in these policies and procedures.
3. **Specifically Reserved Board Authority**
(Note: This is not an exclusive or exhaustive list and other reservations of Board authority may be found in other areas of these policies and procedures.) Board approval is required for the following:
 - a. **Position Authorizations**
(1) Any permanent new position, regardless of funding source, requires Board approval. Agenda Item Format: Requests for new position authorizations must include the following information:
 - (a) position title;
 - (b) type of position;
 - (c) FTE
 - (d) Term of appointment;
 - (e) Effective date;
 - (f) approximate salary range;
 - (g) funding source;
 - (h) area or department of assignment;
 - (i) a description of the duties and responsibilities of the position; and
 - (j) a complete justification for the position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

(2) Any permanent position being deleted. The affected position should be identified by type, title, salary, area or department of assignment, and funding source.

b. The initial appointment of all employees to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary.

c. The employment agreement of any head coach or athletic director (at the institutions only) longer than one year, and all amendments thereto.

d. The criteria established by the institutions for initial appointment to faculty rank and for promotion in rank, as well as any additional faculty ranks and criteria as may be established by an institution other than those provided for in these policies (see subsection G.) Any exceptions to the approved criteria also require Board approval.

e. The procedures established for periodic performance review of tenured faculty members. (see subsection G.)

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007**

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: G. Policies Regarding Faculty (Institutional Faculty Only) October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

- b. Term of Appointment - All non-tenured faculty employees have fixed terms of employment. No contract of employment with such an employee may exceed one (1) year without the prior approval of the Board. Employment beyond the contract period may not be legally presumed. Reappointment of a faculty employment contract is subject solely to the discretion of the chief executive officer of the institution, and, where applicable, of the Board.

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CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE

SUBJECT

A request by Lewis-Clark State College for approval of eight (8) new positions and seven (7) deleted positions.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures; Section II.B.3 and II.G.1.b.

BACKGROUND

Items submitted for review and approval according to Board Policy Section II.B.3.

DISCUSSION

Lewis-Clark State College requests approval to:

- create eight (8) new positions (6.30 FTE) supported by appropriated and grant funds;
- delete seven (7) positions (6.41 FTE) supported by appropriated, local, vocational and grant funds.

IMPACT

Once approved, the positions can be processed on the State Employee Information System.

STAFF COMMENTS AND RECOMMENDATIONS

Four of the new positions using appropriated funds are for the Nursing & Health Sciences program.

Staff has reviewed this request for conformance with Board policy and recommends approval.

BOARD ACTION

A motion to approve the request by Lewis-Clark State College for eight (8) new positions and seven (7) deleted positions.

Moved _____ Seconded _____ Carried Yes ____ No ____

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

NEW POSITIONS
INSTRUCTIONAL

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 months
Effective Date	7/1/2007
Salary Range	\$37,200 to \$41,200
Funding Source	Appropriated Funds
Area/Department of Assignment	Nursing & Health Sciences
Duties and Responsibilities	Full-time lecture and clinical instruction to Bachelor of Science in Nursing Students, will also provide advising, assist with curriculum development and engage in scholarly activities.
Justification of Position	Needed faculty for the legislative approved expansion of the Nursing & Health Sciences Program.

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 months
Effective Date	7/1/2007
Salary Range	\$37,200 to \$41,200
Funding Source	Appropriated Funds
Area/Department of Assignment	Nursing & Health Sciences
Duties and Responsibilities	Full-time lecture and clinical instruction to Bachelor of Science in Nursing Students, will also provide advising, assist with curriculum development and engage in scholarly activities.
Justification of Position	Needed faculty for the legislative approved expansion of the Nursing & Health Sciences Program.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Clinical Resource Center Coordinator
Type of Position	Faculty
FTE	1.0
Term of Appointment	10 months
Effective Date	7/1/2007
Salary Range	\$37,200 to \$41,200
Funding Source	Appropriated Funds
Area/Department of Assignment	Nursing & Health Sciences
Duties and Responsibilities	Full-time supervision of the Clinical Resource Center for BSN and other division students, including the management and development of simulation experiences within the curricula.
Justification of Position	Needed faculty for the legislative approved expansion of the Nursing & Health Sciences Program.
Position Title	Radiography Faculty
Type of Position	Faculty
FTE	.5
Term of Appointment	10 or 11 months
Effective Date	7/1/2007
Salary Range	\$18,000 to \$20,100
Funding Source	Appropriated Funds
Area/Department of Assignment	Nursing & Health Sciences
Duties and Responsibilities	Half-time lecture and clinical instruction to Associate of Science Radiographic Science Students.
Justification of Position	Needed faculty for the legislative approved expansion of the Nursing & Health Sciences Program.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

NEW POSITIONS
OTHER

Position Title	Interim Program Aide
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$32,000
Funding Source	Grant Funds
Area/Department of Assignment	Trio Training
Duties and Responsibilities	Implement and help administer the federally funded TRIO Training Grant. Responsible for administrative duties, participant services and logistical support.
Justification of Position	This position is needed to meet required program deadlines for this newly funded project
Position Title	Golf Coach
Type of Position	Professional
FTE	.3
Term of Appointment	9 months
Effective Date	7/1/2007
Salary Range	\$19,425
Funding Source	Appropriated Funds
Area/Department of Assignment	Athletics
Duties and Responsibilities	Coach both men's and women's golf teams.
Justification of Position	Upgrade for equitable treatment for the part-time men's and women's golf coach bringing the position to the lowest status of other minor sports with part-time coaches.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Construction Supervisor
Type of Position	Classified
FTE	1.0
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$40,706
Funding Source	Appropriated Funds
Area/Department of Assignment	Physical Plant
Duties and Responsibilities	Supervises project assignments of various maintenance trade persons; coordinates and plans all phases of construction projects on campus; Department administration.
Justification of Position	To plan, organize, direct construction & remodeling at LCSC
Position Title	Office Specialist I
Type of Position	Classified
FTE	.5
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$9,120.00
Funding Source	Grant Funds
Area/Department of Assignment	Workforce Training
Duties and Responsibilities	Provide a variety of office support or secretarial functions for the short-term and customized training coordinators.
Justification of Position	Required for the growth of Workforce Training.

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

DELETED POSITIONS

Position Title	Resident Hall Coordinator
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$16,205
Funding Source	Auxiliary Funds
Area/Department of Assignment	Residence Life
Justification of Position	Departmental reorganization duties reassigned

Position Title	Program Aide-Clearwater Valley
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$32,000
Funding Source	Grant Funds
Area/Department of Assignment	Student Services
Justification of Position	Grant funded position not needed to facilitate project

Position Title	Trainer
Type of Position	Professional
FTE	.83
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$28,576
Funding Source	Local Funds
Area/Department of Assignment	Workforce Training
Justification of Position	Departmental reorganization duties reassigned

Position Title	Trainer
Type of Position	Professional
FTE	.83
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$28,976
Funding Source	Local Funds
Area/Department of Assignment	Workforce Training
Justification of Position	Departmental reorganization duties reassigned

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Assistant Professor
Type of Position	Faculty
FTE	1.0
Term of Appointment	9 months
Effective Date	7/1/2007
Salary Range	\$36,875
Funding Source	Vocational Funds
Area/Department of Assignment	Technical and Industrial Division
Justification of Position	Departmental reorganization duties reassigned

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

Position Title	Short Term Training Coordinator
Type of Position	Professional
FTE	1.0
Term of Appointment	12 months
Effective Date	7/1/2007
Salary Range	\$39,147
Funding Source	Local/Vocational Funds
Area/Department of Assignment	Workforce Training
Justification of Position	Departmental reorganization duties reassigned

Position Title	Administrative Assistant I
Type of Position	Classified
FTE	.75
Term of Appointment	10 months
Effective Date	7/1/2007
Salary Range	\$17,504
Funding Source	Local/Appropriated Funds
Area/Department of Assignment	Grants and Contracts
Justification of Position	Departmental reorganization duties reassigned

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: B. Appointment Authority and Procedures

August 2002

B. Appointment Authority and Procedures

1. Nothing herein may be construed to be in limitation of the powers of the Board as defined by Sections 33-3006, 33-3104, 33-2806, and 33-4005, Idaho Code, or as otherwise defined in the Idaho Constitution or Code.
2. **Delegation of Authority**
The Board delegates all authority for personnel management not specifically retained to the executive director and the chief executive officers consistent with the personnel policies and procedures adopted by the Board. In fulfilling this responsibility, the executive director and chief executive officers, or their designees, may exercise their authority consistent with these policies and procedures. Provided, however, that the Board retains the authority for taking final action on any matter so identified anywhere in these policies and procedures.
3. **Specifically Reserved Board Authority**
(Note: This is not an exclusive or exhaustive list and other reservations of Board authority may be found in other areas of these policies and procedures.) Board approval is required for the following:
 - a. **Position Authorizations**
(1) Any permanent new position, regardless of funding source, requires Board approval. Agenda Item Format: Requests for new position authorizations must include the following information:
 - (a) position title;
 - (b) type of position;
 - (c) FTE
 - (d) Term of appointment;
 - (e) Effective date;
 - (f) approximate salary range;
 - (g) funding source;
 - (h) area or department of assignment;
 - (i) a description of the duties and responsibilities of the position; and
 - (j) a complete justification for the position

CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

(2) Any permanent position being deleted. The affected position should be identified by type, title, salary, area or department of assignment, and funding source.

b. The initial appointment of all employees to any type of position at a salary that is equal to or higher than 75% of the chief executive officer's annual salary.

c. The employment agreement of any head coach or athletic director (at the institutions only) longer than one year, and all amendments thereto.

d. The criteria established by the institutions for initial appointment to faculty rank and for promotion in rank, as well as any additional faculty ranks and criteria as may be established by an institution other than those provided for in these policies (see subsection G.) Any exceptions to the approved criteria also require Board approval.

e. The procedures established for periodic performance review of tenured faculty members. (see subsection G.)

**CONSENT AGENDA - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007**

REFERENCE – APPLICABLE STATUTE, RULE OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: II. HUMAN RESOURCES POLICIES AND PROCEDURES

Subsection: G. Policies Regarding Faculty (Institutional Faculty Only) October 2002

G. Policies Regarding Faculty (Institutional Faculty Only)

1. Letters of Employment

- b. Term of Appointment - All non-tenured faculty employees have fixed terms of employment. No contract of employment with such an employee may exceed one (1) year without the prior approval of the Board. Employment beyond the contract period may not be legally presumed. Reappointment of a faculty employment contract is subject solely to the discretion of the chief executive officer of the institution, and, where applicable, of the Board.

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CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
BOISE STATE UNIVERSITY

SUBJECT

2007-2008 Housing Room and Board Rates

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Policy, Section V.R.3.b.

DISCUSSION

Boise State University has approved the following room and board rates effective Fall Semester, 2007-2008.

Boise State University
2007-2008 Housing Room and Board Rates

Boise State University has approved the following room and board rates effective with Fall Semester, 2007-2008

<u>Apartment</u>	2006- 2007	2007- 2008	% increase
University Heights			
1 bedroom 12 months	\$410	\$420	2%
1 bedroom 6-11 months	\$410	\$445	9%
1 bedroom less than 6 months	\$410	\$470	15%
2 bedroom 12 months	\$470	\$480	2%
2 bedroom 6-11 months	\$470	\$505	7%
2 bedroom less than 6 months	\$470	\$530	13%
University Manor			
1 bedroom 12 months	\$410	\$420	2%
1 bedroom 6-11 months	\$410	\$445	9%
1 bedroom less than 6 months	\$410	\$470	15%
2 bedroom 12 months	\$470	\$480	2%
2 bedroom 6-11 months	\$470	\$505	7%
2 bedroom less than 6 months	\$470	\$530	13%

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
BOISE STATE UNIVERSITY - continued

University Park

grad unit	\$300	300	0
2 bedroom 12 months	\$450	\$460	2%
2 bedroom 6-11 months	\$450	\$485	8%
2 bedroom less than 6 months	\$450	\$510	13%
3 bedroom 12 months	\$590	\$605	3%
3 bedroom 6-11 months	\$590	\$630	7%
3 bedroom less than 6 months	\$590	\$655	11%

University Village

2 bedroom 12 months	\$575	\$590	3%
2 bedroom 6-11 months	\$575	\$615	7%
2 bedroom less than 6 months	\$575	\$640	11%

University Square

2 bedroom 12 months	\$680	\$695	2%
2 bedroom 6-11 months	\$680	\$720	6%
2 bedroom less than 6 months	\$680	\$745	10%

<u>Residence Halls/Suites</u>	2006- 2007	2007- 2008	% increase
Double Occupancy in Chaffee (D wing), Driscoll, Morrison or Barnes Towers	\$2,684	\$2,738	2%
Single Occupancy in Chaffee, Driscoll, Morrison or Barnes Towers	\$3,379	\$3,447	2%
Double Occupancy in Keiser or Taylor	\$2,846	\$2,903	2%
Single Occupancy in Keiser or Taylor	\$3,582	\$3,654	2%

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
BOISE STATE UNIVERSITY - continued

**University Square
Suites**

Single Occupancy	\$3,838	\$3,915	2%
Single Occupancy (Efficiency Room)	\$3,493	\$3,563	2%

**Effective 2007-2008 academic year, all four meal plans are the same price \$2,370 + 6%
Sales Tax**

Note: Meal plans are available with University Residence Halls/Suites, not in University Apartments

Meal Plan Option	2006-2007		2007-2008		Absolute Increase	Relative Increase, with added flex dollars
	Flex \$ Per Year	Price	Flex \$ Per Year	Price		
19 meals per week	0	2,293	0	\$ 2,370	3%	3%
450 Meals (225 per semester)	200	2,224	\$250	\$ 2,370	7%	-5%
384 Meals (192 Per semester)	250	2,158	\$350	\$ 2,370	10%	-6%
320 Meals (160 Per Semester)	350	1,970	\$650	\$ 2,370	20%	-6%

STAFF COMMENTS AND RECOMMENDATIONS

Institutional representatives will be available to discuss proposed room and board rates, including how they compare with rates in the surrounding community.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

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CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
IDAHO STATE UNIVERSITY

SUBJECT

2007-2008 Housing Room and Board Rates

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Policy, Section V.R.3.b.

DISCUSSION

Idaho State University has approved the following room and board rates effective with the Fall Semester, 2007-2008.

	2006-2007	2007-2008	% Increase
Residence Halls (Traditional) Halls			
Room & Board/Double			
Plan A (225 meals + \$200 flex/sem)	\$4,950		
Plan B (185 meals + \$350 flex/sem)	\$4,950		
Plan C (160 meals + \$150 flex/sem)	\$4,750		
Plan D (135 meals + \$250 flex/sem)	\$4,750		
Room & Board/Double Occupancy			
Plan B (60 meals/sem + \$1,075 flex/sem)		\$4,950	0.00%
Plan E (120 meals/sem + \$750 flex/sem)		\$4,950	0.00%
Plan N (14 meals/wk + \$300 flex/sem)		\$4,950	0.00%
Plan G (45 meals/sem + \$975 flex/sem)		\$4,750	0.00%
Plan A (100 meals/sem + \$650 flex/sem)		\$4,750	0.00%
Plan L (10 meals/wk + \$250 flex/sem)		\$4,750	0.00%
Room & Board/Single			
Plan A (225 meals + \$200 flex/sem)	\$5,650		
Plan B (185 meals + \$350 flex/sem)	\$5,650		
Plan C (160 meals + \$150 flex/sem)	\$5,450		
Plan D (135 meals + \$250 flex/sem)	\$5,450		
Room & Board/Single Occupancy			
Plan B (60 meals/sem + \$1,075 flex/sem)		\$5,650	0.00%
Plan E (120 meals/sem + \$750 flex/sem)		\$5,650	0.00%
Plan N (14 meals/wk + \$300 flex/sem)		\$5,650	0.00%
Plan G (45 meals/sem + \$975 flex/sem)		\$5,450	0.00%
Plan A (100 meals/sem + \$650 flex/sem)		\$5,450	0.00%
Plan L (10 meals/wk + \$250 flex/sem)		\$5,450	0.00%

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
IDAHO STATE UNIVERSITY – continued

	2006-2007	2007-2008	% Increase
Residence Hall			
(Rendezvous Center – Suite Style Living)			
Room & Board			
Plan B (60 meals/sem + \$1,075 flex/sem)		\$5,800	0.00%
Plan E (120 meals/sem + \$750 flex/sem)		\$5,800	0.00%
Plan N (14 meals/wk + \$300 flex/sem)		\$5,800	0.00%
Plan G (45 meals/sem + \$975 flex/sem)		\$5,500	0.00%
Plan A (100 meals/sem + \$650 flex/sem)		\$5,500	0.00%
Plan L (10 meals/wk + \$250 flex/sem)		\$5,500	0.00%
Suites (monthly)			
Double Occupancy/Schubert Heights	\$400	\$400	0.00%
Single Occupancy/Graduate House	\$350	\$350	0.00%
Single Occupancy/Studio Suites	\$385	\$385	0.00%
Apartment Units (monthly)			
One Bedroom/West Campus	\$470	\$470	0.00%
One Bedroom	\$450	\$450	0.00%
Two Bedroom/1 Bath	\$525	\$525	0.00%
Two Bedroom/1.5 Bath	\$550	\$550	0.00%
Two Bedroom/2 Bath	\$580	\$580	0.00%

STAFF COMMENTS AND RECOMMENDATIONS

Idaho State University moved from including more set number of meals and less flexible spending to less set number of meals and more flexible spending. Therefore, the university was not able to determine comparable plans in order to show the percentage increase from the prior year. Institutional representatives will be available to discuss proposed room and board rates, including how they compare with rates in the surrounding community.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO

SUBJECT

2007-2008 Housing Room and Board Rates.

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies and Procedures, Section V.R.3.b.

BACKGROUND

The annual approval process for housing and dining rates at the University of Idaho includes publishing proposed rates in October, holding rate discussions with students in October, and forwarding the final approval for the President's approval in late October to early November. The University seeks to establish the following academic year's housing and dining rates by mid-November in order to enable time for University Residences to communicate upcoming rate changes to returning and incoming students in a timely manner.

The University's rate proposals build off of a marketing and financial feasibility plan conducted in 1999 and subsequent updates that compare rates to the local market and peer institutions. As a residential campus, the University seeks to offer housing that is integrated with student learning experiences – a type of housing not available in the general market. The University has implemented rates and increases at levels below those suggested by the consultants who conducted the 1999 study. The University's approach to rate setting is to establish charges that: (1) enable University Residences to operate within a balanced budget and recognize increases to fixed cost items such as utility increases and other overhead; (2) allow for further enhancement of academic-themed and general learning communities; and (3) are appropriate when compared to other local housing offerings.

DISCUSSION

The rates approved for the 2007-2008 academic year are detailed in the following tables:

2007-2008 Residence Hall Room Rates

Residence Hall Rates <i>(Wallace, Tower, Steel House, McConnell)</i> <i>Includes Thanksgiving and Spring Breaks</i>	Academic Year FY 2006-2007	Academic Year FY 2007-2008	Increase	Fall 2007	Spring 2008	Summer 2008	12 Month FY 2007-2008
Double Room	\$3,522	\$3,575	1.50%	\$1,966	\$1,609	\$1,177	\$4,452
Single Room	\$4,922	\$4,975	1.08%	\$2,736	\$2,239	\$1,638	\$6,313
McConnell Single	\$5,022	\$5,075	1.06%	\$2,791	\$2,284	\$1,671	\$6,446

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO - continued

Living Learning Community Rates	Academic Year	Academic Year		Fall	Spring	Summer	12 Month
<i>Includes Thanksgiving, Winter, and Spring Breaks</i>	FY 2006-2007	FY 2007-2008	Increase	2007	2008	2008	FY 2007-2008
Double Room	\$4,122	\$4,175	1.29%	\$2,296	\$1,879	\$1,375	\$5,250
Super Double Room	\$4,372	\$4,450	1.78%	\$2,448	\$2,002	\$1,466	\$5,616
Single Room	\$5,522	\$5,575	0.96%	\$3,066	\$2,509	\$1,836	\$7,111
Super Single Room	\$5,772	\$5,850	1.35%	\$3,218	\$2,632	\$1,927	\$7,477
Other Residence Hall Fees							
Liquidated Damages charge is \$10 per day (Minimum \$660; Maximum \$1,800). No Change. Traditional Residence Hall and Living Learning Community Deposit \$250. No Change.							

2007-2008 Monthly Apartment Rates 3 Tier Plan

2007 - 2008 Proposed Apartment Rates

*Less Than 12-Month Agreement	FY07 Rate	FY08 Rate	Actual	Dollar
Apartment Housing Rates	Per Month	Per Month	Increase	Increase
Graduate Student Residence # B	\$ 559	\$ 559	0.00%	\$ -
Graduate Student Residence #C	\$ 541	\$ 541	0.00%	\$ -
South Hill Apartments: 1 Br.	\$ 549	\$ 549	0.00%	\$ -
South Hill Apartments: 2 Br.	\$ 569	\$ 569	0.00%	\$ -
South Hill Apartments: 3 Br.	\$ 649	\$ 649	0.00%	\$ -
South Hill Vista: 2 Br.	\$ 619	\$ 619	0.00%	\$ -
South Hill Vista: 3 Br.	\$ 704	\$ 704	0.00%	\$ -
South Hill Vista: 4 Br.	\$ 759	\$ 759	0.00%	\$ -
**Elmwood Apartments: 1 Br. Bsmt	\$ 585	\$ 585	0.00%	\$ -
**Elmwood Apartments: 1 Br.	\$ 600	\$ 600	0.00%	\$ -
**Elmwood Apartments: 2 Br.	\$ 759	\$ 759	0.00%	\$ -
*Less than 12 Month Agreement is \$50 more per month to offset turnover costs.				
**Less than 12 Month Agreement for Elmwood is only permitted in the event of a student graduating.				

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO - continued

12 Month Agreement	FY07 Rate	FY08 Rate	Actual	Dollar
Apartment Housing Rates	Per Month	Per Month	Increase	Increase
Graduate Student Residence # B	\$ 509	\$ 509	0.00%	\$ -
Graduate Student Residence #C	\$ 491	\$ 491	0.00%	\$ -
South Hill Apartments: 1 Br.	\$ 499	\$ 499	0.00%	\$ -
South Hill Apartments: 2 Br.	\$ 519	\$ 519	0.00%	\$ -
South Hill Apartments: 3 Br.	\$ 599	\$ 599	0.00%	\$ -
South Hill Vista: 2 Br.	\$ 569	\$ 569	0.00%	\$ -
South Hill Vista: 3 Br.	\$ 654	\$ 654	0.00%	\$ -
South Hill Vista: 4 Br.	\$ 709	\$ 709	0.00%	\$ -
Elmwood Apartments: 1 Br. Bsmt	\$ 535	\$ 535	0.00%	\$ -
Elmwood Apartments: 1 Br.	\$ 550	\$ 550	0.00%	\$ -
Elmwood Apartments: 2 Br.	\$ 709	\$ 709	0.00%	\$ -
24 Month Agreement	FY07 Rate	FY08 Rate	Actual	Dollar
Apartment Housing Rates	Per Month	Per Month	Increase	Increase
Graduate Student Residence # B	None	\$ 449	New Rate	\$ -
Graduate Student Residence #C	None	\$ 439	New Rate	\$ -
South Hill Apartments: 1 Br.	None	\$ 389	New Rate	\$ -
South Hill Apartments: 2 Br.	None	\$ 399	New Rate	\$ -
South Hill Apartments: 3 Br.	None	\$ 489	New Rate	\$ -
South Hill Vista: 2 Br.	None	\$ 449	New Rate	\$ -
South Hill Vista: 3 Br.	None	\$ 539	New Rate	\$ -
South Hill Vista: 4 Br.	None	\$ 599	New Rate	\$ -
Elmwood Apartments: 1 Br. Bsmt	None	\$ 419	New Rate	\$ -
Elmwood Apartments: 1 Br.	None	\$ 439	New Rate	\$ -
Elmwood Apartments: 2 Br.	None	\$ 599	New Rate	\$ -
It is Proposed that other Apartment Fees				
Remain Unchanged:				
Carpet Cleaning Charges: Studio Unit, \$20; 1 Bedroom Unit, \$30; 1 Bedroom w/Loft and 2 Bedroom Unit, \$40; 3 Bedroom Unit, \$50; 4 Bedroom Unit, \$60.				
There is a \$170 Deposit and a \$30 non-refundable Apartment Application Processing fee.				

**CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007**

**INSTITUTION / AGENCY AGENDA
UNIVERSITY OF IDAHO - continued**

2007-2008 Board Rates

MEAL PLAN	FLEX DOLLARS	ADDITIONAL FEATURES	PRICE	WHO CAN BUY	COST PER MEAL
All Access	\$100	10 guest passes	\$1,545	Everyone	\$3.76*
WEEKLY PLANS					
19 meals/wk	\$100	8 guest passes	\$1,346	Everyone	\$4.10
14 meals/wk	\$300	6 guest passes	\$1,346	Everyone	\$4.67
10 meals/wk	\$500	4 guest passes	\$1,346	Everyone	\$5.29
5 meals/wk	\$500	2 guest passes	\$1,025	LLC Sophomore, Juniors & Seniors	\$6.56
*The price per meal is based on a 16-week semester with a total of 111.5 board days and 24 meals per week (if meal plan is used once per meal period). The price per meal value shown for the All Access Plan is based on one swipe per meal period (breakfast, lunch, dinner & late night), however, being that this plan allows unlimited swipes per day this amount is even less if the Wallace Food Court is frequented more than once per meal period.					

STAFF COMMENTS AND RECOMMENDATIONS

Institutional representatives will be available to discuss proposed room and board rates, including how they compare with rates in the surrounding community.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE

SUBJECT

FY2007-2008 Room and Board Rates

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures Policy, Section V.R.3.b.

BACKGROUND

Informational Item submitted according to Board Policy listed above.

DISCUSSION

Lewis-Clark State College has approved room and board rates for the academic year 2007-2008.

	<u>2006-2007</u>	<u>2007-2008</u>	<u>Change</u>
Residence Halls			
Room & Board/Double Occupancy:			
Room plus Meal Plan A	\$4,670	\$5,000	+ 7.06%
Room plus Meal Plan B	\$4,510	\$4,800	+ 6.43%
Room plus Meal Plan C	\$4,350	\$4,700	+ 8.04%
Room & Board/Single Occupancy:			
Room plus Meal Plan A	\$5,070	\$5,500	+ 8.48%
Room plus Meal Plan B	\$4,910	\$5,300	+ 7.94%
Room plus Meal Plan C	\$4,750	\$5,200	+ 9.47%
Parrish House (Room Only)			
Single Room	\$2,800	\$3,200	+ 14.28%
Single Room w/o bath	\$2,300	\$2,600	+ 13.04%
Double Room	\$2,300	\$2,600	+ 13.04%
Double or Triple w/o bath	\$1,900	\$2,200	+ 15.78%

IMPACT

Does not apply to this agenda item.

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

INSTITUTION/AGENCY AGENDA
LEWIS-CLARK STATE COLLEGE - continued

STAFF COMMENTS AND RECOMMENDATIONS

Institutional representatives will be available to discuss proposed room and board rates, including how they compare with rates in the surrounding community.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

CONSENT – BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: V. FINANCIAL AFFAIRS
Subsection R: Establishment of Fees

October, 2003

3. Fees Approved by the Chief Executive Officer of the Institution

b. Student Health Insurance Premiums or Room and Board Rates

Fees for student health insurance premiums paid either as part of the uniform student fee or separately by individual students, or charges for room and board at the dormitories or family housing units of the institutions. Changes in insurance premiums or room and board rates or family housing charges shall be approved by the chief executive officer of the institution no later than three (3) months prior to the semester the change is to become effective. The chief executive officer shall report such changes to the Board at its June meeting.

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CONSENT - BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 13-14, 2007

SUBJECT

Second Reading of Proposed Amendments to Board Policy Regarding Intercollegiate Athletics.

REFERENCE

December 2006 Board approved 1st reading of proposed policy amendment

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Sections I.A.4. & 5, and III.T.4.

BACKGROUND

The December Athletics Report has been moved to February in order to provide a more meaningful estimate for the remainder of the year.

DISCUSSION

Board policy needs to be updated in order to reflect the current reporting schedule for the Athletic reports during the calendar year.

IMPACT

The change in reporting allows the institutions to include the results of their fall sports, including football, in the revised estimates.

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends updating Board policy to reflect the current schedule of Athletics reporting. No changes were made from the first reading.

BOARD ACTION

A motion to approve for Second Reading the changes to Idaho State Board of Education Governing Policies & Procedures, Section III.T.4. – Intercollegiate Athletics.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

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2nd Reading (as approved from 1st Reading)

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES

SECTION: III. POSTSECONDARY AFFAIRS

Subsection: T. Intercollegiate Athletics

June 2006

T. Intercollegiate Athletics

4. Financial Reporting.

The Board requires that the institutions adopt certain reporting requirements and common accounting practices in the area of intercollegiate athletic financing. The athletic reports shall contain revenues, and expenditures, in the detail prescribed by the Board office, including all revenue earned during a fiscal year. A secondary breakdown of expenditures by sport and the number of participants will also be required. The number and amounts of nonresident tuition waivers and the fund balances as of June 30 of the report year should be included in the report. The general format of the report will be consistent with the format used in recent years. The revenue and expenditures reported on these reports must reconcile to the NCAA Agreed Upon Procedures Reports that are prepared annually and reviewed by the external auditors. The institutions will submit the following reports to the Board:

- a. At the June Board meeting, the institutions shall submit an operating budget for the upcoming fiscal year beginning July 1 in a format prescribed by the Board office.
 - (1) Actual revenues and expenditures for the fiscal year most recently completed.
 - (2) Estimated revenues and expenditures for the current fiscal year.
 - (3) Proposed operating budget for the next budget year beginning July 1.
- b. At the February Board meeting, the following fiscal year's financial information will be reported by each institution:
 - (1) Actual revenues and expenditures for the prior four (4) fiscal years
 - (2) Estimated revenues and expenditures for the current fiscal year.

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REFERENCE - APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: I. Governing Policies and Procedures

Subsection: A. Policy-Making Authority

April 2004

4. Conformance with State and Federal Law

All Board Governing Policies and Procedures and the internal policies and procedures of its institutions, agencies and school will comply with and be in conformance to applicable laws.

5. Adoption, Amendment, or Repeal of Board Policies

a. Board policies may be adopted by majority vote at any regular or special meeting of the Board. The adoption, amendment, or repeal of a Board policy may be requested by any member of the Board, the executive director, or any chief executive officer. Persons who are Board employees, or students or student groups, must file a written request with the chief executive officer of an institution, agency or school, or his or her designee, to receive Board consideration. An Idaho resident, other than those described above, may file a written request with the executive director for Board consideration of a proposal. Regardless of the source, a statement of the proposed adoption, amendment, or repeal must be presented to the executive director for transmittal to the Board. If the subject matter of the presentation concerns an agency, institution, school, or department of the Board, the executive director will also notify the appropriate chief executive officer of the nature of the request.

b. Board action on any proposal will not be taken earlier than the next regular or special meeting following Board approval for first reading. During the interim between the first reading and Board action, the chief executive officers will seek to discuss and review the proposal with faculty, staff, or other Board employees and students or student groups, as appropriate. The chief executive officers will transmit summaries of oral statements and written comments on the proposal to the executive director. After thorough consideration, the proposal will be presented by the executive director to the Board for action.

c. The executive director is authorized to make nonsubstantive corrections and amendments to Board Governing Policies and Procedures as may be necessary in such areas as typographical errors, cross-references, and citations of state and federal statutes.

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CONSENT - INSTRUCTION, RESEARCH & STUDENT AFFAIRS
JUNE 13-14, 2007

SUBJECT

Quarterly Report: Program Changes Approved by Executive Director

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies and Procedures, Section III.G.4.b.(2), Program Approval and Discontinuance

BACKGROUND

In accordance with Board policy, "Changes, additions, expansions, and consolidations to existing instructional programs, majors, minors, options, emphases or instructional units with a financial impact of less than \$250,000 require executive director approval prior to implementation."

DISCUSSION

In accordance with Board policy, "All modifications approved by the executive director shall be reported quarterly to the Board." The Board office is providing a report of program changes, additions, etc. from Idaho's public colleges and universities that were approved by the executive director.

STAFF COMMENTS AND RECOMMENDATIONS

Board staff offers no comments or recommendations.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

CONSENT - INSTRUCTION, RESEARCH & STUDENT AFFAIRS
JUNE 13-14, 2007

Academic Programs
Approved by Executive Director
February 2007 – May 2007

Boise State University
Name change: Centre for Creativity and Innovation
Discontinue academic Practical Nursing Certificate
New degree program: Bachelor of Arts in Geoarchaeology
New Graduate Certificate in Human Performance Technology
New emphasis-Master of Business Administration w/an emphasis in Information Technology Mgmt
Discontinuation of two graduate degrees: MS in Management Information Sys and Master of Management Information Sys

Lewis-Clark State College
Addition of a Minor in Marketing
Addition of BS Computer Science, Computer Science Technology Emphasis
Addition of BA/BS in Management w/Radiography Emphasis
New Associate of Science in Entrepreneurship
New Associate of Science in Business Administration
Addition of BA/BS in Medical Diagnostic Imaging

Idaho State University
Replace the B.S. in Speech Pathology and Audiology with a B.S. in Communication Sciences and Disorders – Emphasis in Pre-audiology and in Pre-Speech-language Pathology
Addition of Minor in Folklore
Department name change from Pharmaceutical Sciences to Department of Biomedical and Pharmaceutical Sciences
Modify BA/BS in Special Education w/a Special Education Teaching Certificate

University of Idaho
Rename Minor from Natural Resource Economics and Community Development to Natural Resource Economics
Rename MS Agricultural Economics to MS Applied Economics and add three emphasis areas
Change Master's and Specialist Major Titles from Adult Organizational Learning to Adult/Organizational Learning and Leadership
Change Bachelor's and Master's Major Titles from Industrial Technology to Technology Training and Development
Addition of a Minor in Bioethics
Change title of the MS in Resource Recreation and Tourism to MS in Conservation Social Sciences
Rename BS Geography option, Regional Analysis & Development to Global and Regional Studies
Rename BS Mathematics, Modeling Option to Scientific Modeling Option
Discontinue BS Geography, Cartography Option
B.S. Education, major in Secondary Education – Off-campus delivery to UI-Coeur d'Alene
Rename BS Mathematics, Actuarial Science to Actuarial Science and Finance Option
Discontinue BS Business degree – Finance, Financial Planning Option
New Undergraduate Certificate in Entrepreneurship
Consolidate two existing degrees: BSPE in Sports Science and BSEd in School and Community Health to BSPE in Exercise Science and Health

CONSENT - INSTRUCTION, RESEARCH & STUDENT AFFAIRS
JUNE 13-14, 2007

University of Idaho - continued	
New Certificate of Completion in Organizational Dynamics	
New BS in Fire Ecology and Management	
Establish B.S. Agroecology, Horticulture and Environmental Quality by consolidating three degree programs:	
<ul style="list-style-type: none">• discontinue B.S. Soil Science to create consolidated degree program• discontinue B.S. Horticultural and Crop Science to create consolidated degree program• discontinue B.S. Entomology to create consolidated program	
Combine BS Veterinary Science and BS Animal Science into one degree B.S. Animal and Veterinary Science	
Move Environmental Science M.S. and Ph.D. degrees to the College of Graduate Studies from the College of Letters, Arts and Social Science	
Separate Molecular Biology and Biochemistry BS degrees into two separate degree programs – B.S. Biochemistry and B.S. Molecular Biology and Biotechnology	

Professional - Technical Education Programs
Approved by Executive Director

Program Activity	Institution
New Manufacturing to offer a 9-month Technical Certificate and an 18-month AAS degree	CSI
Deactivate existing Electronics Technology Program	CSI
Addition of Advanced Technical Certificate to Marketing & Management Option	EITC
New Radiation Safety Technician Training Program to offer an 11-month Technical Certificate	EITC
Discontinue Electronic Service Technician	EITC
Addition of a new CNC Programmer option to the Computerized Machining Technology to offer an 8-month Postsecondary Technical Certificate	ISU
Discontinue Technical Certificate in the Powerplant option of the Aircraft Maintenance Technology program	ISU

REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: III. POSTSECONDARY AFFAIRS

G. Program Approval and Discontinuance

October 2005

4. Program Approval Policy

b. Existing instructional programs, majors, minors, options, emphases and instructional units.

(2) Changes, additions, expansions, and consolidations to existing instructional programs, majors, minors, options, emphases or instructional units with a financial impact of less than \$250,000 require executive director approval prior to implementation. The executive director may refer any of the requests to the Board or a subcommittee of the Board for review and action. All modifications approved by the executive director shall be reported quarterly to the Board. Non-substantive name or title changes need not be submitted for approval.

CONSENT- INSTRUCTION, RESEARCH & STUDENT AFFAIRS
JUNE 13-14, 2007

SUBJECT

Approval of Distribution of Federal Grant Funds for which the Board is the State Education Agency (SEA)

APPLICABLE STATUTE, RULE, OR POLICY

Section 33-110, Agency to Negotiate, and Accept, Federal Assistance, Idaho Code.

BACKGROUND

As the SEA the State Board of Education (SBOE) is responsible for receiving federal grants and facilitating their distribution. Funds are distributed to: Office of the State Board of Education (OSBE), Institutions of Higher Education (IHE), State Department of Education (SDE), and Local Education Agencies (LEA).

DISCUSSION

The fund amounts contained in this section represent federal fiscal year 2007 fund estimates that will initially become available for use during state fiscal year 2008.

I. Federal funds allocated to SDE for distribution to local school districts

All monies, including administrative funds and LEA pass through dollars, from the following grants will be drawn by OSBE for the SDE upon their request.

TITLE	ESTIMATED FUND AMOUNT	% PASS THROUGH TO DISTRICTS
Title I-A Low Income	\$41,330,996	99
Title I-B-1 Reading 1 st	3,742,419	80
Title I-B-3 Even Start Family Literacy	378,501	94
Title I-C Migrant Education	4,062,712	95
Title I-D Neglected and Delinquent	227,209	100
Title II-A Enhancing Teacher Quality*	13,051,661	95 of 99
Title II-B Math/Science Partnerships	906,246	95
Title II-D Educational Technology	1,317,349	95
Title III-A English Language Acquisition	1,726,681	96
Title IV-A Safe and Drug free Schools	1,681,535	93
Title IV-B 21 st Century Community Learning Centers	4,807,715	95
Title V-A Innovative Programs	491,535	85
Title VI-B-2 Rural/Low Income Schools	299,745	95
Education for the Homeless	196,507	75
TOTAL	\$74,220,809**	

*Detailed summary on Page 2

**2007 award estimates are \$1,962,123 less than 2006 due to reductions in some programs, more than half due to reduction in Title I.

CONSENT- INSTRUCTION, RESEARCH & STUDENT AFFAIRS
JUNE 13-14, 2007

II. Federal funds estimates to be administered by OSBE

TITLE	ESTIMATED FUND AMOUNT	% PASS THROUGH TO DISTRICTS or IHEs
Title II-A Enhancing Teacher Quality*	\$699,897	95
Title III-A English Language Acquisition	106,000	0
Title VI-A State Assessments	4,193,074	0
TOTAL	\$4,998,971***	

***This amount represents a decrease over 2006 due to the LEP program and pass through funds going to SDE for 2007.

***III. Detailed summary for Title IIA**

AGENCY	PASS THROUGH TO DISTRICTS or IHEs	STATE ACTIVITIES	ADMINISTRATION
State Department of Education	\$12,933,341		\$118,280
Office of State Board of Education	340,351	340,351	19,195

IMPACT

Authorizing expenditure will allow for the continuation of these federal programs for FY07.

ATTACHMENTS

N/A

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends that the grants as presented in the above administrative assignments be authorized for FY07.

BOARD ACTION

A motion to approve the distribution of 2007 federal grants by the State Board of Education (the State Education Agency) to the State Department of Education, the local education agencies, and higher education institutions as described in the charts in the discussion and to delegate authority to the State Department of Education to administer these funds in accordance with federal law and regulations.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

CONSENT- INSTRUCTION, RESEARCH & STUDENT AFFAIRS
JUNE 13-14, 2007

REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

TITLE 33
EDUCATION
CHAPTER 1
STATE BOARD OF EDUCATION

33-110. AGENCY TO NEGOTIATE, AND ACCEPT, FEDERAL ASSISTANCE. The state board is designated as the state educational agency which is authorized to negotiate, and contract with, the federal government, and to accept financial or other assistance from the federal government or any agency thereof, under such terms and conditions as may be prescribed by congressional enactment designed to further the cause of education.

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CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
June 13-14, 2007

SUBJECT

Alcohol Permits Approved by University Presidents

APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education Governing Policies and Procedures, I.J.2.b.

BACKGROUND

The chief executive officer of each institution may waive the prohibition against possession or consumption of alcoholic beverages only as permitted by and in compliance with this policy. Immediately upon issuance of an Alcohol Beverage Permit, a complete copy of the application and the permit shall be delivered to the Office of the State Board of Education, and Board staff shall disclose the issuance of the permit to the Board no later than the next Board meeting.

DISCUSSION

The last update presented to the Board was at the April 2007 Board meeting. Since that meeting, Board staff has received 13 permits from Boise State University, 9 permits from Idaho State University, and 15 from University of Idaho.

Board staff has prepared a brief listing of the permits issued for use from April 2007 through September 2007. The list is attached for the Board's review.

ATTACHMENTS

BSU permits	page 3
ISU permits	page 5
UI permits	page 7
Governing Policies and Procedures Section I.J.2.	page 9

STAFF COMMENTS AND RECOMMENDATIONS

State Board staff offers no comments or recommendations.

BOARD ACTION

This item is for informational purposes only. Any action will be at the Board's discretion.

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CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
June 13-14, 2007

**APPROVED ALCOHOL SERVICE AT
BOISE STATE UNIVERSITY**

April 2007 – May 2007

EVENT	LOCATION	DATE (S)
2007 Bronco Women's Football Clinic	Caven-Williams Sports Complex	4/5/2007
Take Action Now	Morrison Center, Main Hall	4/10/2007
Highway 12 Ventures Advisory Board Meeting	Micron Engineering Bldg, Room 301	4/12/2007
Opera's Most Romantic	Morrison Center, Main Hall	4/14/2007
American Spirit	Morrison Center, Main Hall	4/21/2007
Nathaniel Mackey Reception	Liberal Arts Gallery	4/27/2007
Boise Philharmonic	Morrison Center, Main Hall	4/28/2007
Graduation Capstone Dinner	Boise State Culinary Bldg.	4/29/2007
Former Student Leaders Alumni Reception	Student Union, Lookout Room	5/8/2007
Celtic Woman	Morrison Center, Main Hall	5/10/2007
Nickel Creek	Morrison Center, Main Hall	5/11/2007
Hairspray	Morrison Center, Main Hall	5/19-20/2007
In-Service Training	Student Union	5/23/2007

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CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
June 13-14, 2007

**APPROVED ALCOHOL SERVICE AT
IDAHO STATE UNIVERSITY**

April 2007 – September 2007

EVENT	LOCATION	DATE (S)
Border Crossing Conference	Alumni House	4/20-21/2007
Nixon Recognition	Stephens Performing Arts Center	4/28/2007
Roger Williams	Jensen Concert Hall, Backstage	4/28/2007
Professional Achievement Awards Reception	Stephens Performing Arts Center	5/11/2007
Nursing Class of 2007 Graduation/Pinning Ceremony	Pond Student Union Building, Ballroom	5/11/2007
Professional Achievement Faculty Recognition	Alumni House	5/11/2007
Katseanes/Satterlee Wedding	Stephens Performing Arts Center	5/26/2007
Eighth International Topical Meeting on Nuclear Applications	Pond Student Union Building & Stephens Performing Arts Center	7/29-8/2/2007
IDEP/IAGD CE/Reunion Dinner and Reception	Stephens Performing Arts Center	9/14/2007

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CONSENT AGENDA – PLANNING, POLICY, AND GOVERNMENTAL AFFAIRS
June 13-14, 2007

APPROVED ALCOHOL SERVICE AT University of Idaho April 2007 – August 2007		
EVENT	LOCATION	DATE (S)
Department of Business and Accounting BAP Advisory Board	Bogey's/UI Golf Course	4/26/2007
Vandal Football Silver and Gold Pre-game Function	Parking Lot 51	4/27/2007
Vandal Football Silver and Gold Time-Warner Hospitality Event	Parking Lot 51	4/27/2007
Rob Akey Golf Tournament	Bogey's/UI Golf Course	4/27/2007
After Hours Employee Social	Commons, Summit Room	4/27/2007
Executive Men's/Women's Golf League	Bogey's/UI Golf Course	5/17 – 8/16/2007
Denny Falk Recognition Reception	SUB Silver and Gold Room	5/19/2007
Hunting for Morels	UI McCall Field Campus	5/25/2007
Moscow Chamber of Commerce Dinner/Auction	SUB Ballroom	6/2/2007
College of Education Accreditation Celebration	Commons, Crest-Horizon	6/6/2007
Executive Men's Invitational	Bogey's/UI Golf Course	6/6, 13, 20, 27/2007 7/11, 18, 28/2007 8/1/2007
Utility Executive Course – Golf Scramble	Bogey's/UI Golf Course	6/16/2007
Idaho Repertory Theater Fundraiser	SUB Ballroom	6/16/2007
Western Society of the American Society of Animal Science Reception/Meal	Commons, Green	6/19/2007
Western Society of the American Society of Animal Science Awards Banquet	SUB Ballroom	6/21/2007

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REFERENCE: APPLICABLE STATUTE, RULE, OR POLICY

Idaho State Board of Education

GOVERNING POLICIES AND PROCEDURES

SECTION: I. GENERAL GOVERNING POLICIES AND PROCEDURES

J. Use of Institutional Facilities and Services

June 2004

2. Possession, Consumption, and Sale of Alcohol Beverages at Institutional Facilities

- b. Each institution shall maintain a policy providing for an institutional Alcohol Beverage Permit process. For purposes of this policy, the term “alcoholic beverage” shall include any beverage containing alcoholic liquor as defined in Idaho Code Section 23-105. Waiver of the prohibition against possession or consumption of alcoholic beverages shall be evidenced by issuance of a written Alcohol Beverage Permit issued by the CEO of the institution which may be issued only in response to a completed written application therefore. Staff of the State Board of Education shall prepare and make available to the institutions the form for an Alcohol Beverage Permit and the form for an Application for Alcohol Beverage Permit which are consistent with this Policy. Immediately upon issuance of an Alcohol Beverage Permit, a complete copy of the application and the permit shall be delivered to the Office of the State Board of Education, and Board staff shall disclose the issuance of the permit to the Board no later than the next Board meeting. An Alcohol Beverage Permit may only be issued to allow the sale or consumption of alcoholic beverages on public use areas of the campus grounds provided that all of the following minimum conditions shall be met. An institution may develop and apply additional, more restrictive, requirements for the issuance of an Alcohol Beverage Permit.

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